







Bridging submission checklist

These are the documents we need to support an application. Please remember to submit ID and proof of residency at the point of application and to fully certify those documents that require certification - these are marked with this icon . We cannot begin to process your case without these.

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| All applications | <input type="checkbox"/> ID for all borrowers  <input type="checkbox"/> Proof of residency for all borrowers  |
| Ex-pat applications | <input type="checkbox"/> Three months' bank statements  |
| Refurbishment cases | <input type="checkbox"/> Schedule of works and estimates/quotes |
| <p>On submission of the case: Please ensure all documents are emailed to: bridging@castletrust.co.uk</p> | |
| <p>Please ensure your client is in a position to pay any required fees after the application has been reviewed. This will ensure the application can progress without undue delay.</p> <p>Fees must be paid by the submitting Broker via Case Manager. For further information regarding how to pay fees please see our "Payment of Fees - Case Manager" guide available on the intermediary website, under the downloads section.</p> | |
| <p>Documents which will be required during the processing cycle</p> <ul style="list-style-type: none"> • Consumer Buy to Let declaration (unless a Limited company application) • Proof of deposit  (purchase only) <p>We may request further documentation during the underwriting process, depending on the nature of the client and the loan purpose. If this is the case, we will let you know which documents are required as soon as possible.</p> | <p> Certifying instructions</p> <p>Please write:</p> <ul style="list-style-type: none"> • I confirm this is a true copy of the original document <p>Additionally, if there is a photo on the document:</p> <ul style="list-style-type: none"> • I confirm this is a true likeness of the applicant(s) <p>Every time you certify a document, please include:</p> <ul style="list-style-type: none"> • Signature of the person who has signed the document • Printed name of the person who has signed the document • Firm name • Date <p>We can accept copies of bank statements printed online, provided the following certification wording is written on the document:</p> <ul style="list-style-type: none"> • I confirm this is a true copy of the online bank statement. |